

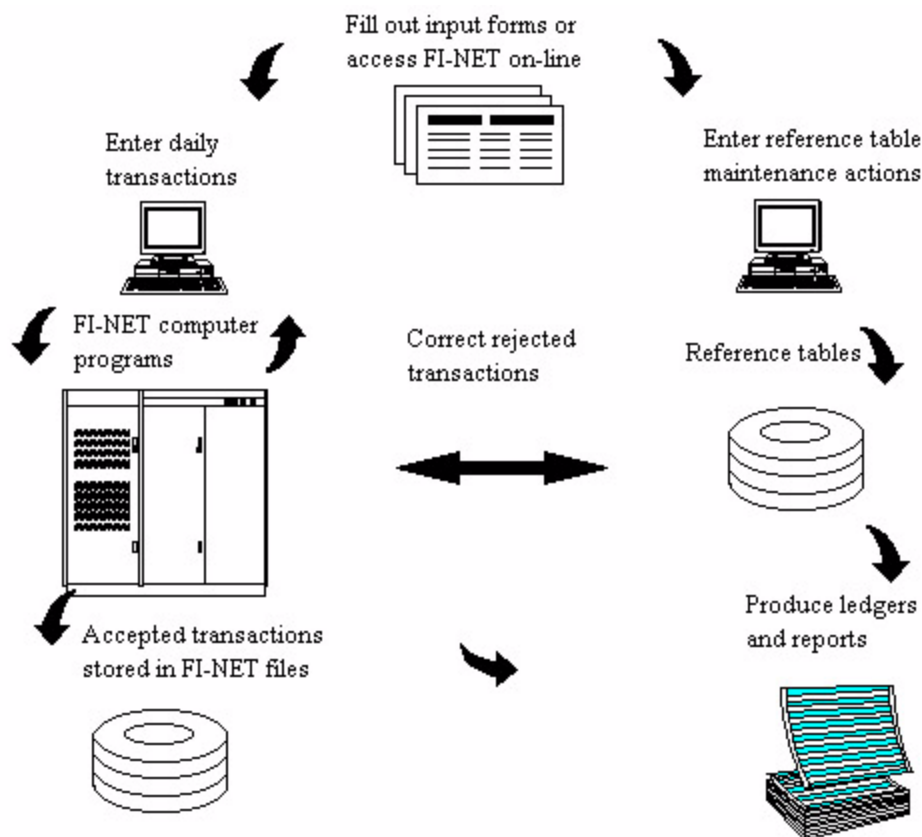
FINET - Using FINET Overview**FIACCT 01-01.00****Effective: 01-Jul-94****Revised: 02-Jul-01****Purpose**

This policy provides an overview of using the FINET system.

Background

The Financial Information Network (FINET) is an automated financial management system that accommodates governmental accounting, budget control, and reporting. Personnel in various state agencies specify the data to be stored in FINET. FINET edits data after it is entered and then performs various accounting and bookkeeping functions. In addition, FINET selects, formats, and summarizes data into ledgers, tables, and reports that are used by accountants and financial management personnel in performing their daily responsibilities.

FINET operates in a windows environment. Figure 1 illustrates the FINET system and how the various components affect each other.

**Definitions**

Document	The recording of data related to an accounting event. In this manual Document and Transaction are used interchangeably.
Document Listing	A temporary storage place for transactions that are waiting for completion, corrections, approvals, or processing. Completed (accepted) transactions remain on the Document Listing until removed by the Division of Finance.
Reference Tables	<p>Tables which contain centralized information used by the system during processing and reporting. There are two types of reference tables as explained below.</p> <p>System-maintained: These are updated automatically by FINET as a result of transactions processing. Users can not directly update these tables.</p> <p>User-maintained: These are reference tables that are updated by the users or by the Division of Finance.</p>
Transaction	The recording of data related to an accounting event. In this manual Document and Transaction are used interchangeably.